

## **SEBASTIAN COUNTY JUDGE**

### **Purchasing Department**

35 South 6th Street, Room 106

Fort Smith, Arkansas 72901

(479) 784-1502 Fax (479) 784-1550

December 19, 2014

**NOTICE TO:** Qualified Bidders

**SUBJECT:** Request for Proposal, Bid Number SC-1502

Sebastian County is interested in receiving sealed written proposals for furnishing the products/services specified in the attached Request for Proposal (RFP). Complete details regarding the products and/or services required by the County, and instructions for participating in the bid process, are included in the attached bid package.

Bids must be received by the time and date indicated in the RFP. Bids received after the time and date set for opening will not be considered.

Bidders who do not wish to submit bids must submit a "No Bid" to continue to be eligible for retention on the Bid List. The Bid List is periodically reviewed and bidders who have not responded to proposal requests are deleted.

If you are interested in submitting a bid, please be sure that the requirements of the RFP are completed since failure to meet the requirements could cause your bid to be rejected.

Any questions regarding the Bid Invitation should be directed to the Purchasing Department, (479) 784-1502.

Paul Schlaefli  
Purchasing/Facilities Administrator  
Sebastian County, Arkansas

Attach: RFP

# REQUEST FOR PROPOSAL

Sebastian County, Arkansas

## COVER SHEET

## SECTION I

**BID NUMBER:** SC-1502

**TITLE:** Huntington/Milltown Rural Fire Station Building

**OPENING:** DATE: January 6, 2015  
TIME: 2:00 P.M.  
PLACE: Purchasing Department  
35 South 6th Street, Room 106  
Fort Smith, Arkansas

**MAIL SEALED PROPOSALS TO:** County Judge's Office  
Sebastian County Purchasing Dept.  
35 South 6th Street, Room 106  
Fort Smith, Arkansas 72901

**ON OUTSIDE OF PROPOSAL SHOW:** (1) Return address  
(2) Bid opening date  
(3) Bid number & title

### BIDDER MUST COMPLETE THE FOLLOWING INFORMATION:

NAME OF BIDDER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP CODE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ FAX Number: \_\_\_\_\_

### INSTRUCTIONS:

1. Lump Sum prices and extensions are required on proposal form.
2. **Return three copies of the entire bid package and any other documents required by the specifications.**
3. Proposals must be signed to be accepted.
4. Any trade discounts should be deducted and net prices shown.
5. Bidder must guarantee product(s) offered will meet or exceed specifications contained in this Request for Proposals.
6. Bidding procedures will be in compliance with Arkansas Laws.
7. **QUOTE:** F.O.B. destination.
8. **TERMS:** Net 60 days.

# PROPOSAL FORM

SC-1502

SECTION II

We, the undersigned, agree to furnish the products and/or services indicated below in accordance with the specifications and conditions contained herein, at the bid price shown.

It is expressly agreed and understood by and between the parties hereto, and is made a condition precedent to the entering into of any purchase agreement resulting from this invitation to bid, that the County Judge, Sebastian County, shall determine any and all questions or disputes which may arise concerning conformity to the specifications and conditions, and proposals; and the quantity, suitability, and acceptability of all items to be furnished hereunder; and his decision as to such matters shall be final, binding, and conclusive upon the parties hereto.

That this Request for Proposal and proposals submitted hereunder shall be governed by the laws of the State of Arkansas.

We, the undersigned, affirm that this proposal is made on behalf of the undersigned, and is made without collusion on the part of any person, firm or corporation; and that the conditions and other provisions have been carefully examined and are agreed to.

It will be the County's sole discretion to accept any part or combination of the 3 separate bids below.

**Total Price:** \_\_\_\_\_

**Deductive Alternate A:** \_\_\_\_\_

**Deductive Alternate B:** \_\_\_\_\_

**Written Amount: \$** \_\_\_\_\_

**Contractor's License No.** \_\_\_\_\_

**Exceptions to specifications:** NO\_\_\_\_ YES\_\_\_\_ (Attach itemized list)

**From:** \_\_\_\_\_  
(Vendor)

**Signature:** \_\_\_\_\_  
(Printed name & signature)

**Date:** \_\_\_\_\_

**Title:** \_\_\_\_\_

## SUPPLEMENTARY GENERAL CONDITIONS

## SECTION III

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1. Bids must be received no later than the date and time set for bid opening. **Bids must be sealed.** Bids may be withdrawn, modified or corrected by the bidder after it has been submitted provided a written request to do so is filed with the County Judge prior to the time set for opening the bid. Telegrams or letters received prior to the time set for opening the bids will be accepted and attached to the unopened bid, and the bid will be considered withdrawn, modified, corrected, or otherwise changed accordingly. **NO BID MAY BE WITHDRAWN, MODIFIED, CORRECTED, OR OTHERWISE CHANGED AFTER THE TIME SET FOR OPENING THE BIDS.**
2. Specifications are designed to describe the type and quality of the product/services desired by the County. They are not intended to restrict bidding on any like product/service of equal or higher quality. Any exceptions to the specifications must be noted on a separate sheet by reference to the item number in the specifications where the exception is taken. If no exceptions are submitted with the Proposal, and accepted by the County, bidders will be expected to comply with the specifications. Products and/or services will be inspected for compliance prior to acceptance.
3. Prices quoted will be considered net prices unless otherwise stated by the bidder in the proposal. Bid prices must remain firm for 90 days unless otherwise stated in the specifications.
4. It shall be understood and agreed that any material or product purchased under this bid shall be new and in first class condition unless otherwise stated in or required by the bid invitation.
5. Bid bonds are required. Details are specified in Proposal.
6. **Bid Proposals must be signed to be accepted.** Signature must be that of the individual authorized to obligate the bidder who is submitting the bid or proposal.
7. The County is exempt from Federal Excise Taxes and such taxes shall not be included in the bid price. Documentation will be furnished where required.
8. **BIDS WILL BE EVALUATED BASED UPON COMPLIANCE WITH THE SPECIFICATIONS, BID PRICE, APPLICABILITY AND SUITABILITY OF THE PRODUCT/SERVICES BEING OFFERED, PRODUCT AND VENDOR RELIABILITY, WARRANTY, DELIVERY TIME, AND SUCH OTHER FACTORS DEEMED APPROPRIATE TO ASSURE THE COUNTY RECEIVES A QUALITY PRODUCT MOST ADVANTAGEOUS TO THE COUNTY.**
9. Assignment of any part or all of payments accruing under contracts or purchase agreements resulting from this Invitation to Bid will not be authorized. Payment shall only be made to the Contractor or vendor with whom the order is placed.
10. Applicants shall adhere to all state laws concerning procurement of services, provided that such procurement conforms to applicable federal laws and standards.

11. Bidders must comply with requirements of the Contractors Licensing Law (Act 150, 1965) and all Bonds shall comply with Arkansas Statutory Performance and Payment Bond Law, Act 351 of 1953, as amended by Act 209 of 1957.
12. The County reserves the right to accept part or all of any specific bid or bids, and to accept any bid or bids with or without trade-in whichever is most advantageous to the County.
13. The Sebastian County Judge reserves the right to reject any or all bids/proposals, to accept any deemed most advantageous to the County, and to waive any formalities.
14. Attention of bidders is particularly called to the requirements as to conditions of employment to be observed. Bidders are advised that Arkansas State Department of Labor Prevailing Wage Rates may apply to this project should the base bid for all labor and materials reach the \$75,000 amount specified by State Law.

**A. GENERAL SPECIFICATIONS**

1. Bidders shall provide complete details of work being proposed.
2. Bonds are required.
3. **INSURANCE:** A certificate of Insurance for liability covering the Contractor & Owner shall be supplied by the Contractor prior to the start of work. Insurance shall be effective for the time coverage of the contract.
4. **PERMITS:** The Contractor shall procure and pay for all required permits and invoice the Owner in the same amounts. Receipts shall be forwarded to Owner with the invoice.
5. **PROJECT OFFICER:** The Project Officer is Jeff Turner, Assistant Administrator Public Safety, 479-651-1756.
6. Contractor must be licensed in the State of Arkansas. License number shall be stated on the Proposal Form in the space provided.

**B. SPECIFICATIONS**

1. Form and pour 26' (ft.) x 45' (ft.) concrete aprons in front of building.
  - a. Deductive Alternate A
    - Remove price for specification 1 (Form and pour 26' (ft.) x 45' (ft.) concrete aprons in front of building).
  - b. Deductive Alternate B
    - Included with deductive alternate A above price with 6' (ft.) concrete slab.
2. Dig, form and pour foundations and 8" (in.) floor slab for new building.
3. Supply and erect 45' (ft.) wide x 40' (ft.) long metal building with a 14' (ft.) eave height.
4. Metal building will have 26 gauge galvalume reinforced R-panel roof, 26 gauge colored walls, trim, gutter and downspouts.
5. Building will have 3" reinforced vinyl backed 1" R Board in the roof and walls.
6. Supply and install 7' (ft.) 6" (in.) tall R Board around interior of building.
7. Three 12'x12' insulated overhead doors and remote controlled operators.
8. One walk thru door 3' (ft.) x 7' (ft.) on side of the building.
9. Supply and install concrete filled, 6' (in.) schedule 40 painted safety yellow bollards on outside of each overhead door jamb.
10. 6 mil vapor barrier on floor.
11. Pre-treat site for termites

**\*There will be a pre-bid meeting on December 29, 2014 at 10 A.M. at the corner of Raymond Landtrip and Apple Blossom Loop in South Sebastian County. Attendance at this meeting is required for bid to be considered\***

## **ADDENDUM**

**FOUNDATION:** Foundation and floor slab to be a monolithic slab with turndown grade beam to be no less than 24" (in.) in height and no less than 14" (in.) width. Slab and apron to be 8 full inches thick with 4" (in.) washed rock, reinforced with #4 rebar on 12" (in.) centers, 36" (in.) x 36" (in.) footings, 3500 psi concrete and piers for structural support. Grade beams shall have three (3) #5 reinforcing bars with 36" (in.) x 36" (in.) x 12" (in.) pads below columns with grade beams resting on top of pads. Column pads to have #5 reinforcing bars @ 8" (in.) c.c. each way with two "L" shaped bars tying column pads to building anchor bolts (as recommended by the manufacturer). Construction to meet or exceed the quality standards normally used for a building of this size and construction.

**PRE-ENGINEERED METAL BUILDING:** Erected building 45' (ft.) wide x (This is the front side with the three bay doors) 40' (ft.) long with 14' (ft.) high sidewalls, with 26 gauge painted walls and painted roof. Building shall have a frame load of 20 lbs.; a live-load of 20 lbs. and an EXP-C for UL 90 mph wind load. Design shall comply with current building code. Building must be engineered and stamped building. Paint to be minimum of 50% Kynar with factory prime coat on all structural steel. One 3' (ft.) x 7' (ft.) metal insulated walk door with ADA approved hardware. There will be three bay doors on the front side facing the road. These will be insulated with operators. Three inch (3") medium reinforced vinyl backed insulation on roof & walls. Gutters and down spouts. Roof slope of 1:12, Linear panel 7' (ft.) 6" (in.).